

4105 - MUNICIPAL SERVICE WORKER III

NATURE OF WORK

Advanced and responsible manual labor duties of a skilled nature which may involve lead work.

ILLUSTRATIVE EXAMPLES OF ESSENTIAL DUTIES

Performs near journeyman level work or trades helper work.

Supervises workers performing a wide variety of maintenance or construction duties.

Performs skilled manual labor work including the operation of maintenance or construction equipment.

Compiles and submits some written records and reports.

Obtains materials, supplies and equipment used in the work of crew of workers.

May be responsible for the operation of certain specified skilled manual labor activities.

Performs semi skilled work in a variety of trades, or the operation of automotive, mechanical, electrical, and air conditioning equipment.

Performs rough carpentry work and/or repairs various types of wooden equipment and structures.

Assists in major cement work and performs lesser repairs to concrete structures.

Assists in painting and performing building construction work.

Assists in major plumbing work and performs lesser plumbing duties.

Operates a variety of light duty automotive equipment.

Operates a variety of electrical hand or fixed carpentry, painting, or maintenance tools, appliances or equipment.

Assists in the major servicing of air conditioning equipment and operates, cleans, and performs lesser servicing of air conditioning equipment.

Acts as lead worker in the cleaning, maintenance and minor repair of city facilities.

Acts as lead worker in the preparation for events in or at city facilities.

Inspects, adjusts, and repairs sprinkler systems and heads.

Participates in the construction of parking lots, painting traffic control lines, installing posts and hanging signs.

Assists in the major repair of roofs and performs roof repairs.

Performs related work as required.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the methods, tools, equipment and materials used in the particular field of specialized manual labor work.

Ability to perform direct supervision over a crew of workers.

Ability to operate various pieces of maintenance or construction equipment.

Ability to prepare accurate records and reports of a minor nature.

Ability to drive a truck, if required.

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Ability to accept responsibility for a specialized maintenance operation.

Ability to perform routine carpentry, painting, plumbing and metal work.

Ability to operate light duty automotive equipment, electrical, carpentry and painting tools, air conditioning units, or similarly rated equipment, apparatus and appliances.

Ability to understand and carry out oral and written instructions and to keep records.

MINIMUM REQUIREMENTS

[For Promotional positions only: Employed by the City for the past (1) year (part-time will be prorated)]. One (1) year experience in the building or mechanical trades. Driver's license. Some positions require a Class "B" Commercial Driver's License valid for air brakes or a Class "C" Commercial Driver's License with "P" endorsement. Ability to perform direct supervision over a crew of workers. Ability to prepare accurate records and reports.

PHYSICAL REQUIREMENTS

Must have the use of sensory skills in order to effectively communicate and interact with other employees and the public through the use of the telephone and personal contact. Significant walking, moving, climbing, carrying, bending, kneeling, crawling, reaching, and handling, sitting, standing, pushing, and pulling. Ability to lift heavy objects.

SUPERVISION RECEIVED

General and specific assignments are received and work is performed according to prescribed methods and procedures.

SUPERVISION EXERCISED

May direct the work of other semi-skilled employees or a crew of laborers.

Rev. 2/98 (minimum req.)